



Report to the Auburn City Council

Action Item

Agenda Item No. 2

City Manager Approval

To: Mayor and City Council Members

From: Bernie Schroeder, Director of Public Works *BS*

By: Carie Huff, P.E., Associate Civil Engineer

Date: March 26, 2012

Subject: Auburn Municipal Airport – Amendment No. 1 to the Professional Services Agreement with Jacobs Engineering Group, Inc.

The Issue

Shall the City authorize Amendment No. 1 to the Professional Services Agreement with Jacobs Engineering Group, Inc. to provide engineering services for fiscal year 2012 identified in the Auburn Municipal Airport Capital Improvement Plan?

Conclusion and Recommendation

Staff recommends that the City Council, **BY RESOLUTION**, authorize the Director of Public Works to execute Amendment No. 1 to the Professional Services Agreement with Jacobs Engineering Group, Inc. in an amount not to exceed \$119,403.50.

Background

On September 26, 2011, City Council authorized a Professional Services Agreement with Jacobs Engineering Group, Inc. (the Auburn Municipal Airport's consultant approved on March 24, 2008) to update the Airport Layout Plan (ALP) in an amount not to exceed \$43,522. The ALP was updated and submitted to the FAA in December of 2011 in anticipation of funding participation in capital improvement projects. Since that time, several projects have been identified for construction in fiscal year 2012 and are eligible for funding under the Federal Aviation Administration Airport Improvement Program (AIP):

1. Design Perimeter Fence
2. Design Airfield/Apron Lighting, Signage and Marking Plan
3. Construct Airfield Marking
4. Construct Apron Lighting
5. Construct Airfield Signage

Jacobs has provided a scope of work to perform the engineering services (see attached).

Alternatives Available to Council; Implications of Alternatives

1. Proceed with Staff Recommendation
2. Do not proceed with staff recommendation

Fiscal Impact

The cost of Jacobs Amendment No. 1 to the Professional Services Agreement is \$119,403.50 which brings the total of their contract to \$162,925.50.

The FAA Modernization and Reform Act of 2012 decreases the Federal match on AIP projects from 95% to 90%. The State of California offers a 2.5% match of the federally eligible portion of the projects.

The City of Auburn portion of the match would be allocated from the Airport Enterprise Fund.

Attachments:

*Amendment 1 to the Professional Services Agreement
Proposed Scope of Work and Fee Estimate
Resolution*

AMENDMENT No. 1 TO PROFESSIONAL SERVICES AGREEMENT
(City of Auburn and Jacobs Engineering Group, Inc.)

This Amendment No. 1 ("Amendment") to Professional Services Agreement ("Agreement") is made on this 26th day of March 2012 at Auburn, California, by and between the City of Auburn, a municipal corporation, 1225 Lincoln Way, Auburn, California 95603 ("City") and Jacobs Engineering, Inc., 707 17th Street, Denver, Colorado ("Contractor").

This "Amendment" modifies the original "Agreement" between the "City" and the "Contractor" dated September 26, 2011 in the following fashion:

- A. "City" and "Contractor" desire to amend the "Agreement" by modifying section 3.1 – Scope of Services as set forth in "Consultant's" March 20, 2012 proposal to "City" attached hereto as Exhibit A-1 and incorporated herein by this reference.
- B. "City" and "Contractor" desire to amend the "Agreement" by modifying section 3.2 – Approved Fee Schedule as set forth in "Consultant's" January 1, 2012 to December 31, 2012 fee schedule to "City" attached hereto as Exhibit B-1 and incorporated herein by this reference.
- C. "City" and "Contractor" desire to amend the "Agreement" by modifying section 3.4 – Expiration Date of the "Agreement" to read as follows:

3.3 "Expiration Date": March 21, 2013.
- D. "City" and "Contractor" desire to amend the "Agreement" by modifying the total compensation and costs payable to "Consultant" under this "Agreement" to a not-to-exceed sum of \$119,403.50.

Initials: (City) _____ (Contractor) _____

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TO EFFECTUATE THIS AGREEMENT, the parties have caused their duly authorized representatives to execute this Agreement on the dates set forth below.

"City?"
City of Auburn

By: _____
[Name, Title]

Date: _____

"Consultant?"
[Name of Company or Individual]

By: _____
[Name, Title]

Date: _____

By: _____
[Name, Title]

Date: _____

Attest:

By: _____
Amy Lind, City Clerk

Date: _____

Approved as to form:

By: _____
Michael G. Colantuono, City Attorney



EXHIBIT B APPROVED FEE SCHEDULE

Effective January 1, 2012 - December 31, 2012

Classification: Hourly Rates

Project Director	220	GIS Technician	100
Sr. Program Manager	210	Sr. CADD Technician	105
Sr. Planner	140	Graphic Designer	105
Sr. Project Manager	195	CADD Technician II	85
Planner II	135	Graphic Artist	95
Project Manager	175	CADD Technician I	75
Planner I	125	Sr. Project Coordinator	145
Sr. Engineer	185	Engineering Intern	100
Survey Manager	200	Project Coordinator	105
Project Engineer	150	Sr. Architect	165
Surveyor I	130	Senior Clerk	70
Engineer	130	Sr. Landscape Architect	135
Sr. Survey Technician	120	Clerk II	65
Lead Designer	125	Landscape Architect	120
Survey Technician	105	Clerk I	60
Sr. Designer	120	Landscape Architect Intern	85
Party Chief /I	125	Administrative Assistant	80
Designer	110	Sr. Facilities Management Specialist	110
Rod Operator	105	Intern	60
CADD Supervisor	135	GIS Specialist	130
Sr. Graphic Designer	130		

Survey Crews

Hourly rate includes cost of vehicle, wood stakes, rebar, corner markers, and standard survey instruments and equipment

One-Person Crew	\$170
Two-Person Crew	\$230
Three-Person Crew	\$300
GPS -per unit, per hour	\$30

Fees and Fee Adjustments:

Time and Material charges shall be invoiced in accordance with this schedule, which is subject to an increase on January 1, 2013 and annually thereafter.

Reimbursables:

Blueprints, Copies, Telephone (Long Distance), FAX, Special Property Monuments, Photography, Graphic Presentation, and Agency Fees	Cost + 15%
Mileage	Current Federal Rate Allowed
Litigation Support	\$300 per hour



EXHIBIT "A"

SCOPE OF WORK
FOR
AUBURN MUNICIPAL AIRPORT
AUBURN, CALIFORNIA
FAA AIP Project No. 3-06-0012-XX

SCOPE OF WORK:

There are five (5) projects pending for the Auburn Municipal Airport (AUN) for Fiscal Year 2012 (FY-12). These projects are eligible for funding under the Federal Aviation Administration Airport Improvement Program (AIP) and listed below:

1. Design Perimeter Fence
2. Design Airfield/Apron Lighting, Signage and Marking Plan
3. Construct Airfield Marking
4. Construct Apron Lighting
5. Construct Airfield signage

PROJECT DESCRIPTIONS

Schedule I – Perimeter Fence Design

Currently the Auburn Municipal Airport only has a chain link fence along the southwest side, west side, and northwest side of the airfield; beyond that, it either has a three-strand barb wire fence or no fence at all. Much of the existing barbed wire fence is in severe disrepair. The existing fence system does not prevent wildlife from accessing Airport property, which poses a threat of this wildlife crossing the active runway and taxiways.

The fencing project will increase the overall operational safety and security of Auburn Municipal Airport. The security fencing will encompass the majority of the Airport property boundary – chain link measuring six feet high along the visible portions of the Airfield, and a nominal six foot high wildlife fence along the northeast, east and southeast sides of the airfield. Four manual gates will be installed at various locations. The security fence will have an overall length of approximately 8,000 feet, half of which will be chain link, and the other half wildlife fence. Approximately 1,000 feet of existing barbed wire fence will be removed.

As part of the design, Jacobs will work with the City of Auburn to determine the final locations and extents for either chain link or wildlife fencing and gates. Additionally,



Jacobs will work with a biologist to determine environmentally sensitive areas, i.e. wetlands, where fencing may trigger permitting and/or realignment of the fence.

As a federal entity, the FAA is required to ensure any project funded under its authority is consistent with the National Environmental Policy Act (NEPA). The project is not considered environmentally significant and is categorically excluded from needing an in-depth review. Jacobs will prepare the CATEX paperwork and file with the FAA. In addition, the project would require review and documentation consistent with the California Environmental Quality Act (CEQA).

Schedule II – Design and Construct Airfield/Apron Lighting, Signage and Markings

Schedule IIA - Design

During periodic airport inspections, CALTRANS officials have noted inconsistent airfield signage and markings on the Airport. In addition, the City has a desire to enhance apron area security through improved apron lighting. The existing apron lighting is not adequately illuminated and currently utilizes less efficient lighting than what is available today. This project (technically three design projects as identified in the CIP Project Priority Listing) will provide a standard FAA signage and marking plan in addition to an updated and more efficient lighting layout to enhance airport safety and security. Specific signage to be replaced is located near the intersection of Taxiway C, the Transient Apron and the Based A/C Apron.

The following construction projects have been categorized based on importance to the Airport:

Schedule IIB – Construct Airfield Signage

CALTRANS has identified several non-standard airfield signs, specifically those near the intersection of Taxiway "C" and the Transient and Based Aircraft Aprons. These signs will be redesigned to meet FAA airfield signage standards.

Schedule IIC – Construct Airfield Markings

CALTRANS has identified the helicopter parking areas as not being adequately marked in order to meet FAA guidance. In addition, the City would like to add additional airfield markings to the east end hangar taxiway connector in order to better identify the taxiway centerline and edges.

Schedule IID – Construct Apron Lighting (LED's)

In order to enhance apron safety and security on the apron areas the existing lighting will be replaced with more efficient LED lighting as outlined in the Apron Lighting Plan.

The engineering fees will be broken into two parts, Part A-Basic Services; 1) Preliminary Phase, 2) Design Phase, 3) Bidding Phase, and Part B-Special Services; 4) Construction Administration Phase, 5) Pre-Construction Phase, 6)

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Construction Coordination, or field Engineering, and 7) Post Construction Phase. Actual topographical surveying along with any other subconsultants is covered under 'Special Considerations'. The seven phases are described in more detail below.

Construction Budget

Based on the Engineer's preliminary cost estimate, the total construction cost for the Fencing project is estimated at \$510,900.

The total construction cost for the Airfield/Apron Lighting, Signage and Markings project is as follows:

Airfield Signage	\$22,825
Airfield Markings	\$ 9,000
Apron Lighting	\$60,500
Total	\$92,325

Part A-Basic Services

Basic Services will consist of Preliminary Design, design and bidding services.

1.0 Preliminary Design Phase

1.1 Preliminary meetings with the Sponsor and FAA. Meeting with the sponsor to determine critical dates, the feasibility of the proposed work, scope and establish the need for topographical surveying. Various meetings during the design phase will also be conducted to review the progress of the design and discuss construction details, proposed time frame of the construction, and special requirements of the project. It is anticipated that there will be approximately 3 meetings with the Sponsor and/or the FAA, with 2 meeting occurring in Auburn and 1 meeting in San Francisco.

1.2 Prepare Project Scope of Work and Contract. This includes establishing, writing, and revising the scope of work through meeting with the Sponsor and the FAA. This includes preparing the engineering fee and coordinating with the airport and FAA for the independent fee estimate and negotiation. This also includes drafting the contract for work to be done by the Engineer for the Sponsor.

1.3 Prepare Disadvantaged Business Enterprise (DBE) Plan and Goal. This item shall include aiding the City of Auburn in developing a DBE Plan. The Engineer will put together the basic format of the plan along with most of the general information and will submit to the City. The City will be required to incorporate specific information including the DBELO and specific processes for remaining current with DBE requirements. This item will also include creating a DBE goal for the 2012 fiscal year. Both items will be submitted to the FAA by the City and the City will incorporate any comments required by the FAA.

1.4 Update and Modify Exhibit "A" Property Map. Engineer will update the Exhibit "A" to reflect the new properties recently purchased. An existing electronic CAD drawing of the Exhibit A is available and will be used to show the update.

2.0 Design Phase

2.1 Prepare Preliminary Contract Documents. The Engineer will prepare the preliminary contract documents including invitation for bids, instruction to bidders, proposal, equal employment opportunity clauses, construction contract agreement, performance bond, payment bond, and general provisions. Preparation will include establishing the location for the bid opening, dates for advertisement, and description of the work schedule. Preliminary contract documents will be prepared as early as possible during the design phase and submitted to the Sponsor for review by the Sponsor's attorney.

2.2 Prepare Boundary Creation. Not Required.

2.3 Primary Control, Project Datum and Tie Boundary Monuments. Jacobs will send two field surveyors to work at Auburn Municipal Airport. Jacobs Surveyors will search along the boundary for existing property pins set by the previous Surveyors to monument the property. We will rely on this boundary for the fence alignment Engineering Field Review.

2.4 Fence Survey Field Review. Field Review: Jacobs Surveyors and Engineers and Airport personnel will walk the boundary exterior. The survey crew will mark the boundary and the Engineers and Airport staff will make determinations based on ground conditions and fence footer design the placement of the proposed fence. Jacobs Surveyors will collect a profile line of existing elevations along the proposed alignment, as well as be able to locate observable evidence of utilities, ditches or any other field obstructions that will affect the final location of the proposed fence. This data will be available for the Engineers to design the proposed fence.

Coordinates will be established along the proposed fence alignment, and project control will be identified, so that the contractor's surveyor can stake the fence for construction.

2.5 Inventory Existing Utilities. This task includes reviewing drawings and consulting with the local utility company to identify underground and overhead utilities within the project site.

2.6 Preliminary Design Plans. Preliminary plans will be prepared depicting the existing fence locations, aircraft hangar locations, access roads, utilities and storm

drainage inlets and culverts within the project work area.

The Engineer and Sponsor are responsible for ensuring the project meets FAA criteria. An integral part of the preliminary plans process will be to review the overall design for general conformity with FAA criteria. This review is expected to provide a quality control review of the overall drawings. It is expected that a project manager will spend time reviewing the documents and documenting necessary revisions in coordination with the FAA and Sponsor during both the 60% Review and the 95% Review.

The following list of drawings will be used as a guideline.

Fence Design

TITLE	DESCRIPTION	QUANTITY
Cover Sheet	– project title, project/grant numbers, funding agencies	1 Sheet
Index to Drawings, Summary of Approximate Quantities, and General Notes	– lists all drawings, approximate quantities, general notes and legends where applicable	1 Sheets
Airport Layout Plan and Survey Control	- Current Airport ALP also depicting horizontal and vertical control relevant to the project	1 Sheet
Construction Phasing and Operational Safety Plan	- Identifies aviation safety requirements during construction – depicts phasing of different phases of the project to maintain airfield operational capabilities throughout construction. Depicts overall airport layout and schematically identifies key project elements and sequencing of work. Also identifies Contractor access, storage and staging areas	1 Sheet
Demolition plan sheets	– depicts areas of removal as part of this project including utilities, pavements, etc.	1 Sheets
Airport Perimeter Fence Layout	– depicts the layout of the fence and schematically identifies key project elements.	9 Sheets
Perimeter Fence Details	– gives the detailed notes and the detail drawing the installation of the fence.	3 Sheets
Gate Details	– gives the construction details for the construction and installation of the animal exit gates and the vehicle access drive thru gates.	3 Sheets

THERE WILL BE A TOTAL OF 20 PLAN SHEETS EXPECTED IN THIS BID PACKAGE.

Airfield/Apron Lighting, Signage and Markings Design

TITLE	DESCRIPTION	QUANTITY
Cover Sheet	– project title, project/grant numbers, funding agencies	1 Sheet
Index to Drawings, Summary of Approximate Quantities, and General Notes	– lists all drawings, approximate quantities, general notes and legends where applicable	1 Sheets
Airport Layout Plan and Survey Control	- Current Airport ALP also depicting horizontal and vertical control relevant to the project	1 Sheet
Construction Phasing and Operational Safety Plan	- Identifies aviation safety requirements during construction – depicts phasing of different phases of the project to maintain airfield operational capabilities throughout construction. Depicts overall airport layout and schematically identifies key project elements and sequencing of work. Also identifies Contractor access, storage and staging areas	1 Sheet
Apron Lighting Layout	– depicts the layout of the apron light locations and schematically identifies key project elements.	2 Sheets
Airfield Marking Plan	– gives the locations of the 3 places on the airfield that require marking improvements	3 Sheets
Airfield Signage Plan	-depicts the location on the airfield where signage improvements are required	1 Sheet
Details	– gives the construction details for the construction and installation of the markings, light pole electrical, and signs	2 Sheets

THERE WILL BE A TOTAL OF 12 PLAN SHEETS EXPECTED IN THIS BID PACKAGE.

2.7 Prepare Preliminary Technical Specifications. The Engineer will review and assemble the technical specification necessary for the intended work as necessary. Standard FAA specifications will be updated per the latest FAA Advisory Circular, 150/5370-10F. These specifications will need to be updated as necessary to industry standard specifications, and to suit the proposed work. Additional non-FAA standard specifications may be prepared to address work items or materials not covered by the FAA specifications and are included in the attached listing.

FENCE DESIGN

Standard FAA Specifications

- D-701 Pipe for Storm Drains And Culverts
- F-161 Wire Fence With Steel Posts
- F-163 Wildlife Deterrent Fence
- P-151 Clearing and Grubbing
- P-152 Excavation and Embankment
- P-610 Structural Portland Cement Concrete Pavement

Non-Standard FAA Specifications

- P-100 Mobilization
- F-164 Chain Link Security Gate

AIRFIELD/APRON LIGHTING, SIGNAGE AND MARKINGS DESIGN

Standard FAA Specifications

- P-610 Structural Portland Cement Concrete Pavement
- P-620 Runway and Taxiway Painting
- L-108 Underground Power Cable for Airports
- L-110 Airport Underground Electrical Duct Banks and Conduits
- L-115 Electrical Manholes and Junction Structures

Non-Standard FAA Specifications

- P-100 Mobilization
- L-100 Lighting and Electrical Work
- L-125 Airport Lighting Systems

2.8 Prepare Preliminary Special Provisions. The Engineer will prepare Special Provisions separately for the contract documents to supplement or expound on conditions that require additional clarification. These are existing special provisions that will be expounded upon for project specific requirements. They could include but are not limited to the following items:

- Description of Work
- Haul Roads/Project Access
- Airport Security
- Work Schedule
- Additional Quality Control Requirements
- Pre-Construction Conference
- Sequencing of the Work

- Closure of AOA's
- Accident Prevention
- Underground Cables/Utilities
- Guarantees/Insurance/Taxes/Permits
- Contracts/Subcontracts
- Additional DBE Information
- Liquidated Damages
- Construction Operational Plan
- Safety Standards and Impacts
- Additional Acceptance Testing Issues
- Grade Control and Surface Tolerance for Paving Work
- The Construction Management Plan
- Operation and Maintenance Manuals for Equipment
- Special Testing Considerations
- Project Closeout Forms

2.9 Compile/submit Permits. During the course of the design phase, the Engineer will determine if Fugitive Dust Permit, Storm Water Management Construction Permit, or special use permits will be required. The Engineer will prepare the Application and Notice for Fugitive Dust Emission Permit, if required, and submit to the Sponsor for approval and signature. The Sponsor will be responsible for submitting the Application for approval. If a Storm Water Management Construction Permit is required, the Engineer will include the necessary Application in the project contract documents and specifications, for submittal by the Contractor. Special use permits that can be identified during the design phase of the project will be identified in the Special Provisions of the Contract Documents for the Contractor's benefit. The sponsor will pay for or reimburse the costs for permits and/or application fees or they shall be incidental to the construction contract.

2.10 Prepare FAA form 7460. The engineer will assist the sponsor with preparation of FAA Form 7460, in order to obtain FAA concurrence and approval for installation of any proposed obstructions and analysis of equipment in the area during construction. This analysis will accompany the 7460 permit application, if required.

2.11 Conduct Plan Review at 60% Complete. Following preparation of the preliminary plans, the Engineer will conduct an internal review of the contract documents and the plan set. This review will be completed by the Project Director and a Project Manager with equivalent experience to ensure the documents meet the quality requirements of the organization. It is anticipated that this will take at least 1 day from both reviewers. Once the review has been completed and the comments incorporated into the project documents, the Engineer will submit the documents to the Sponsor for their review. The project will be reviewed with the FAA at various stages of the project to assure their understanding of the design.

2.12 Calculate Estimated Quantities. The Engineer will calculate all necessary quantities for the various work items. Quantities will be consistent with the specifications and acceptable quantity calculation practices.

2.13 Prepare Estimate of Probable Construction Cost. Using the final quantities calculated following the completion of the plans and specifications, the Engineer will prepare a best guess construction cost estimate. The estimate will be based on information obtained from previous projects, contractors, material suppliers, and other databases available.

2.14 Prepare Design Engineer's Report. During the preparation of the preliminary plans and specifications, a design report will be prepared following a standardized format for the FAA. The report will include the summary of the project, pavement and electrical design, schedule for the completion of the design, bidding and construction of the work, and a detailed description of the work. A construction operation plan will be included as well as an engineer's cost estimate and an estimated construction schedule. This document is estimated to be approximately 25 pages in length excluding appendices.

2.15 Coordinate Phases for Construction. This task involves dividing the construction work into phases to assure minimum disruption of the airport and aircraft operations. This item will also identify any unusual conditions that could affect the contractor's normal progress of the work.

2.16 On-Site Plans Review at 95% Complete and Submit. As an integral part of the design process, an internal peer review will be conducted as part of the company quality control process. Conducted in the designer's office, a Project Manager with equivalent experience and a Principle will review the overall package. This is anticipated to take at least 1 day each to ensure the documents meet the quality requirements of the organization. Following the completion of the plans and specifications 95% review, the Engineer will submit a set of drawings and specifications to the Sponsor for their review. The project will be reviewed with the FAA to obtain their concurrence with the design.

2.17 Prepare Certification of Engineering and Modification of Standards. An Engineering Letter of Certification will be prepared for the project. The Certification will be submitted to the Sponsor for acceptance. Signed copies will be forwarded to the FAA along with final plans (11 x 17), contract documents, specifications and engineer's report.

2.18 Prepare and Submit Final Plans and Specifications. A final set of plans, specifications and contract documents will be prepared which incorporates all revisions, modifications and corrections determined during the sponsor review and the plans-in-hand site visit for the project as well as any comments from the FAA.

2.19 Prepare Advertisement for Bids. Required advertisement dates, and bidding dates will be established. Engineer will submit notification, on behalf of the Sponsor, to the local and selected publications of the pending project, including the Daily Journal. Invitations for bid will be sent to specific contractors to advise them of the project.

3.0 Bidding Phase

3.1 Advertise for Bids. Transmit one pdf copy of the final plans and specifications to City of Auburn. City will distribute hard copies to prospective contractors for the project. City will also send out invitations for bids bymail/fax to selected firms to assure local contractors, DBE firms, and material suppliers are aware of the pending project. The applicable requirements under the current Auburn Municipal Airport DBE Program shall be adhered to in the solicitation.

3.2 Prepare/Conduct Pre-Bid Meetings. The Project Manager and Project Engineer will attend and conduct the Pre-Bid Meeting with potential contractors and the Sponsor to review the project and answer questions. The meetings will be conducted at the airport and will include a site inspection. This task will include creating meeting minutes along with answering any questions brought up in the meeting and distributing both items out to plan holders.

3.3 Prepare Addenda. Any necessary addenda will be issued to clarify and modify the project as required by the Sponsor or the FAA. Addenda will be made available to the plan holders either through mail, hand delivering, via facsimile transmission and/or email, in coordination with the FAA. Addenda will be prepared to meet the requirements of all applicable FAA design/construction standards, assurances and certifications. At least one Addenda will be distributed that will incorporate updated plan holders list and any questions brought up at the pre bid meeting along with responses.

3.4 Consult with Prospective Bidders. During the bidding process, the Engineer will be available to assist the City in clarifying bidding issues that the City may be addressing from Contractors and suppliers.

3.5 Conduct Bid Openings. The City of Auburn will conduct the bid openings.

3.6 Review Bid Proposals. The City will review all the bid proposals submitted. An analysis of the bid prices, DBE participation, and contractor's qualification for the work will be completed by the City with one copy of the Bid Tabulation furnished to the FAA. The Engineer will be available to assist the City in their review of the bid proposals.

3.7 Prepare Recommendation of Award. The City will prepare a recommendation of award to accept or reject the bids as submitted. If rejection is recommended, the

Engineer will be available to help the City in an explanation for their recommendation and possible alternative actions the City can pursue to complete the project.

PART B - SPECIAL SERVICES

(Airfield/Apron Lighting, Signage and Marking Plan Projects Only)

Special Services will consist of construction administration for office support, pre-construction coordination, and providing post-construction/project close out.

4.0 Construction Administration Phase

4.1 Prepare Construction Contract and Documents. This item accounts for the Engineer's in-house efforts during and immediately after the project bid opening. Engineer will prepare the Notice of Award, Notice to Proceed and Contract Agreements for the Sponsor's approval and signatures. Appropriate copies will be submitted to the successful contractor(s) for their signatures. Engineer will make five copies of the plans and specifications for the contractor's use during construction.

4.2 Office Assistance. Office engineering staff, CADD personnel, and clerical staff will be required to assist the Sponsor's Inspector as necessary during construction. Specific items to be accomplished include compiling and sending additional information requested from the office to the project site, providing secondary engineering opinions on issues arising during construction, maintaining project files as necessary (field files are mirrored in the office for continuity) and various other items necessary in day to day operations.

4.3 Periodic Cost Estimates and Request for Reimbursement. Engineer will review the periodic cost estimates completed during construction and complete the FAA requests for reimbursement of funds. At least four (4) copies of each request for reimbursement (Form SF271) will be submitted to the Sponsor's representative for review and approval prior to the Sponsor submitting to the appropriate agency.

4.4 Weekly/Monthly Reports. The Project Manager will review progress reports weekly and monthly.

4.5 Material Submittal Review. The Engineer will review and approve the shop drawings and material submittal data from the contractor. The Engineer will review copies of the contractor's survey data for pavement grades and structure locations.

4.6 Change Orders/Supplemental Agreements. The Engineer along with clerical and drafting personnel will assist the Sponsor with change orders and supplemental agreements as necessary.

4.7 Record Drawings. All drafting for the Final Record Drawings will be completed by office drafting personnel. Record Drawings will be prepared based upon the Contractor's redlines of the plan set. The Sponsor should also maintain and update a set of Record Drawings as a check for the Contractor's set. One set of half size and one set of full size black-line drawings, and one electronic copy (in AutoCAD and PDF) will be provided to the FAA, and the Sponsor.

4.8 Final Construction Report. The project manager will review the Final Construction Report and clerical will complete the associated typing following construction completion. Clerical will prepare the Require Project Closeout statements. Two copies of the Construction Report will be submitted to the Sponsor, one copy submitted to the FAA, and one copy kept on file. It is expected that revisions will be necessary following submission to the FAA for formatting.

5.0 Pre-Construction Coordination Phase

5.1 Prepare Construction Management Plan (CMP). Not required.

5.2 Prepare Project Files. The Sponsor is required to assure the construction contracts are in order, the bonds have been completed, and the contractor has been provided with adequate copies of the construction plans. The Plans will be updated to include all addenda items issued during bidding. The Engineer will prepare the quantity sheets, testing sheets, construction report format, etc.

5.3 Prepare Pre-Construction Meeting. The Engineer will assure the Pre-construction meeting has been scheduled and all necessary parties have been informed. The Project Manager will establish a pre-construction meeting to review FAA and project specific requirements prior to commencing construction.

5.4 Conduct Pre-Construction Meeting. The meeting will be conducted at Airport or Municipality of Auburn offices and will include the Sponsor, Engineer, FAA-ADO (if possible), Contractor, subcontractors, airport tenants affected by the construction, and utility companies.

6.0 Construction Coordination Phase.

6.1 Field Inspection/Construction Observation. The Sponsor's staff will be providing the day-to-day inspection and construction observation required. The Project Manager or Engineer will be available during the weekly construction meetings via phone and deal with construction issues as necessary for the duration of the project. This item will also include one site visit from the Project Manager during construction.

6.2 Resident Engineering. A Resident Engineer will not be provided for this project.

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The Sponsor will provide staff to oversee the day-to-day inspection and construction observation.

6.3 Review Material Submittal. The review of material submittals will be completed as part of Construction Administration.

6.4 Review Contractor Payroll Forms. The Engineer will provide guidance to the inspection team for this activity. The actual review will be conducted by Sponsor (City of Auburn) employees that will be conducting Contractor and Subcontractor employee interviews and reviewing Contractor's weekly payroll records as required by the FAA.

6.5 Calculate Construction Quantities. The Sponsor will maintain daily record of the construction progress. These daily records will be submitted to the Engineer for the purpose of preparing and submitting weekly reports to the FAA regarding the progress. The Engineer will review the quantity records with the Contractor on a periodic basis.

6.6 Periodic Cost Estimates. The Engineer will prepare the Periodic Cost Estimates and review the quantities with the Contractor. The Engineer, Sponsor and Contractor will resolve discrepancies, or disagreements with the Contractors records.

6.7 Prepare Requests for Reimbursement. The Requests for Reimbursement will be completed as part of Construction Administration.

6.8 Prepare Daily Reports. The Sponsor's inspectors will maintain a daily log of the construction activities and maintain construction photos for record keeping purposes. Copies of the Inspector's Daily Reports will be transmitted at least once per week to the Engineer.

6.9 Prepare/Submit Weekly Reports. The Engineer will prepare a weekly status report using the FAA's standard form. The weekly status report will be generated from daily reports produced by the Sponsor's inspection staff. The report will be submitted to the Sponsor, FAA, and Jacobs Engineering, Inc.

6.10 Review QC/QA Results provided by Contractor. The Engineer will review and coordinate revisions by the contractor to QC/QA submittals performed as part of the acceptance testing required by standard specifications. This will occur on a weekly basis and at project completion prior to submittal to the FAA and Sponsor.

7.0 Post Construction Coordination Phase.

7.1 Final Inspection. The Engineer, along with the Sponsor and FAA (if available), will conduct the final inspection.

7.2 Engineering Record Drawings. The Engineer will prepare the Record



Drawings indicating modifications made during construction. The actual drafting involved on these items is covered under the Construction Administration Phase of the project.

7.3 Engineering Final Construction Report. The Engineer will prepare the final construction report. The actual clerical work involved on this item is covered under the Construction Administration Phase of the project.

7.4 Summarize Project Costs. The Engineer will be required to compile all administrative expenses, engineering fees and costs, surveying costs, testing cost and contraction costs associated with project and assemble a total project summary. The summary will be compared with the available funding.

7.5 Assist with Audit. When requested by the Sponsor or FAA, the engineer will assist with the project, or year-end audit. The Engineer will provide file requested that are pertinent to the project cost and completion.

Detailed Engineering Fee Breakout

AIRPORT: Auburn Municipal Airport
 LOCATION: Auburn, WI
 PROJECT DESCRIPTION: Airfield/ Apron Lighting, Signage and Markings Design

PROJECT NUMBER: WYXX2300
 DATE: 20-MAR-12
 REV. NO.: 1

PART A - BASIC SERVICES		Proposed Fee	Independent fee Analysis	Negotiated Fee
1.0 Preliminary Design Phase		\$4,315.00		
2.0 Design Phase		\$36,760.00		
3.0 Bidding Phase		\$1,726.00		
TOTAL PART A-BASIC SERVICES		\$42,801.00	\$0.00	\$0.00
PART B - SPECIAL SERVICES				
4.0 Construction Administration		\$7,082.50		
5.0 Pre-Construction Coordination Phase		\$1,390.00		
6.0 On-Site Construction Coordination Phase		\$2,415.00		
7.0 Post Construction Coordination Phase		\$2,155.00		
TOTAL PART B-SPECIAL SERVICES		\$13,042.50	\$0.00	\$0.00
SUBTOTAL DESIGN AND CONSTRUCTION ADMIN.		\$55,843.50	\$0.00	\$0.00
TOTAL		\$55,843.50	\$0.00	\$0.00

PART A - BASIC SERVICES

Item No.	Project Director	Sr. Program Manager	PM/ Planning Manager	Project Engineer (Civil/Electrical)	Surveyor / Staff Engineer	Sr. CADD Technician	Administrative Assistant	Total Hours	Misc. Costs	Cost Summary
1.0 Preliminary Design Phase										
1.1 Meetings w/ the Sponsor	1			12			1	22		\$3,140.00
1.2 Prepare Project Scope of Work and Contract	1		2	2				5		\$870.00
1.3 Prepare DBE Plan and Goal					1			2		\$305.00
1.4 Coordinate Geotechnical and Materials Testing	0		0	0				0		\$0.00
1.5 Prepare Federal Grant Application	0		0	0				0		\$0.00
1.6 Update and Modify Exhibit "A" Property Map (NOT REQUIRED)								0		\$0.00
Estimated Total Man-hours	2	0	3	14	9	0	1	29		
Summary Costs	\$440.00	\$0.00	\$525.00	\$2,100.00	\$1,170.00	\$0.00	\$80.00		\$0.00	\$4,315.00
2.0 Design Phase										
2.1 Prepare Preliminary Contract Documents							8	8		\$1,040.00
2.2 Prepare Boundary Creation. (NOT REQUIRED)										\$0.00
2.3 Primary Control, Project Datum and Tie Boundary Monuments (NOT REQUIRED)								0		\$0.00
2.4 Apron Survey Field Review										
Placement of Flood Lights			2					2		\$380.00
Review of Existing Utility Locations			0.5		4			4.5		\$407.50
Design Proposed Flood Light Location			0.5					0.5		\$47.50
Establish Apron/Taxway Intxn Coordinates					1			1		\$130.00
2.5 Inventory Existing Utilities										
Utility Company Meetings						6		6		\$780.00
Identify Underground Utilities								0		\$0.00
Identify Overhead Utilities								0		\$0.00

Detailed Engineering Fee Breakout

AIRPORT: Auburn Municipal Airport

LOCATION: Auburn, WY

PROJECT DESCRIPTION: Airfield/ Apron Lighting, Signage and Markings Design

PROJECT NUMBER: WYXX2300

DATE: 20-Mar-12

REV. NO: 1

PART A - BASIC SERVICES (CONT.)

Item No.	Project Director	Sr. Program Manager	PM/Planning Manager	Project Engineer (Civil/Electrical)	Surveyor/1/ Staff Engineer	Sr. CAD Technician	Administrative Assistant	Total Hours	Misc. Costs	Cost Summary
2.6 Preliminary/60% Design Plans										
Cover Sheet			0.5	3		4		7.5		\$957.50
Index to Drawings, Summary of Approximate Quantities, General Notes and Master Legend			0.5	4		4		8.5		\$1,107.50
Airport Layout Plan and Survey Control Plan			0.5	3	2	2		7.5		\$1,007.50
Construction Pricing and Operational Safety Plan (1 sheets)			0.5	3		4		7.5		\$957.50
Apron Layout Plan (2 sheets)			0.5	3		4		7.5		\$957.50
Airfield Marking Plan (3 sheets)			0.5	3		8		11.5		\$1,377.50
Airfield Signage Plan (1 sheets)			0.5	3		6		9.5		\$1,167.50
Details (2 sheets)			0.5	3		6		9.5		\$1,167.50
2.7 Prepare Preliminary/60% Technical Specifications (LIGHTING PROJECT)										
P-100 Mobilization			0.5	2				2.5		\$387.50
P-610 Structural PCC Pavement			0.5	2				2.5		\$387.50
P-620 Runway and Taxiway Pavement			0.5	2				2.5		\$387.50
L-100 Lighting and Electrical Work			0.5	2				2.5		\$387.50
L-108 Underground Power Cable for Airports			0.5	2				2.5		\$387.50
L-110 Airport U/G Elec. Duct Banks & Conduits			0.5	2				2.5		\$387.50
L-115 Elec. Manholes and Junction Structures			0.5	2				2.5		\$387.50
L-125 Airport Lighting Systems			0.5	2				2.5		\$387.50
2.8 Prepare Preliminary/60% Special Provisions										
Description of Work			1		1			3		\$425.00
Project Access/Security/Schedule/QC					0.5			0.5		\$65.00
Pre-Contract/ACOA/VA/Accident Prevention					0.5			0.5		\$65.00
Underground Cables/Utilities					0.5			0.5		\$65.00
Guarantees/Insurance/Taxes/Permits					0.5			0.5		\$65.00
Contracts/Subcontracts/DBE/LD/COSP					0.5			0.5		\$65.00
Safety/Add'l Testing/CMP/Special Testing					0.5			0.5		\$65.00
Project Closeout Forms					0.5			0.5		\$65.00
2.9 Compile/Submit Permits										
Fugitive Dust Permit			1	1				3		\$445.00
Storm Water Mngl. Construction Permit			1	1				3		\$445.00
Special Use Permits				1				2		\$280.00
2.10 Prepare FAA Form 7460										
Prepare FAA Form 7460			2	1	1		1	6		\$930.00
2.11 Conduct Plan Review at 60% Completion										
Review of Contract Documents			1	2				3		\$570.00
Review of Preliminary Plan Set			1	2				3		\$570.00
Incorporate Comments into Con Docs and Plan			0	0	6	8	2	16		\$1,900.00
2.12 Calculate Estimated Quantities										
Quantity Estimate			1	4				5		\$775.00

Detail:

LOCATION: Auburn, WY

PROJECT DESCRIPTION: Airfield/ Apron Lighting, Signage and Markings Design

PROJECT NUMBER: WVXX2300

DATE: 20-Mar-12

REV. NO: 1

Item No.	Sr. Program Manager	P.M./Planning Manager	Project Engineer Surveyor I/ Staff Engineer (Civil/Electrical)	Sr. CADD Technician	Administrative Assistant	Total	Misc.	Cost
Project Director								

Total Bidding Phase	\$1,726.00
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Detailed Engineering Fee Breakout

AIRPORT: Auburn Municipal Airport
 LOCATION: Auburn, WY
 PROJECT DESCRIPTION: Airfield/ Apron Lighting, Signage and Markings Design

PROJECT NUMBER: WYXX2300
 DATE: 26-Mar-12
 REV. NO: 1

PART B - SPECIAL SERVICES

Item No.	Project Director	Sr. Program Manager	PM/Planning Manager	Project Engineer (Civil/Electrical)	Surveyor I/ Staff Engineer	Sr. CAD Technician	Administrative Assistant	Total Hours	Misc. Costs	Cost Summary
4.0 Construction Administration										
4.1 Prepare Notice of Award, Notice to Proceed, Construction Contract			1		2	2	2	5		\$95.00
4.2 Prepare and Transmit "Issued for Construction" set of Contract Docs and Plans					2	2	2	14		\$630.00
4.3 Office Assistance					4		2	4		\$680.00
4.3 Periodic Cost Estimates and Requests for Reimbursement					4			9		\$320.00
4.4 Weekly / Monthly Reports					2			2		\$260.00
4.5 Material Submittal Review				8	2	2		10		\$1,460.00
4.6 Change Order(s) / Supplemental Agreement(s)				2	2	2		4		\$660.00
4.7 Record Drawings				2		2		4		\$510.00
4.8 Final Construction Report			1		8		2	12		\$1,595.00
Estimated Total Man-Hours	1	0	1	12	14	2	2	32		
Summary Costs	\$220.00	\$0.00	\$175.00	\$1,800.00	\$1,820.00	\$210.00	\$160.00			\$6,810.00
4.90 Reimbursables										
4.91 Miscellaneous Reproduction and Shipping Costs							1	1	\$100.00	\$100.00
4.92 Auto Rental							0	0	\$75.00	\$0.00
4.93 Mileage							200	200	\$0.55	\$110.00
4.94 Lodging and Per Diem							0	0	\$250.00	\$0.00
4.95 Per Diem Only							0.5	0.5	\$125.00	\$62.50
4.96 Travel and Airline Costs							0	0	\$1,200.00	\$0.00
Total Construction Administration										\$7,082.50
5.0 Pre-Construction Phase										
5.1 Prepare Construction Management Plan								0		\$0.00
5.2 Prepare Project Files								0		\$0.00
5.3 Prepare for Pre-Construction Meeting			1		4			5		\$695.00
5.4 Conduct Pre-Construction Meeting			1		4			5		\$695.00
Estimated Total Man-Hours	0	0	2	0	8	0	0	10		
Summary Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$1,390.00
Total Pre-Construction Phase										\$1,390.00

Detailed Engineering Fee Breakout

AIRPORT: Auburn Municipal Airport
 LOCATION: Auburn, WY
 PROJECT DESCRIPTION: Airfield / Apron Lighting, Signage and Markings Design

PROJECT NUMBER: WYXX2300
 DATE: 20-Apr-12
 REV. NO.: 1

PART B - SPECIAL SERVICES (CONT.)

Item No.	Construction Coordination / Field Engineering Phase	Project Director	Sr. Program Manager	PM/ Planning Manager	Project Engineer (Civil/Electrical)	Surveyor / Staff Engineer	Sr. CADD Technician	Administrative Assistant	Total Hours	Misc. Costs	Cost Summary
6.0	Field Inspection / Coordination	\$220.00	\$270.00	\$175.00	\$140.00	\$130.00	\$105.00	\$90.00	8	\$0.00	\$1,040.00
6.2	Resident Engineering								0	\$0.00	\$0.00
6.3	Review Material Submittals					2			0	\$0.00	\$0.00
6.4	Review Contractor Payroll Forms					2			0	\$0.00	\$260.00
6.5	Calculate Construction Quantities					0			0	\$0.00	\$0.00
6.6	Periodic Cost Estimates					4			4	\$520.00	\$520.00
6.7	Prepared Requests for Reimbursements					6			0	\$0.00	\$0.00
6.8	Prepared Daily Reports					7			2	\$0.00	\$0.00
6.9	Prepared / Submit Weekly Reports					22			0	\$0.00	\$260.00
6.10	Review QC/QA Results provided by Contractor					22			0	\$0.00	\$0.00
	Estimated Total Man-hours	0	0	1	0	22	0	0	23		\$2,080.00
	Summary Costs	\$0.00	\$0.00	\$175.00	\$0.00	\$2,860.00	\$0.00	\$0.00			\$2,080.00
6.50	Reimbursables										
6.51	Miscellaneous Reproduction and Shipping Costs					1			1	\$100.00	\$100.00
6.52	Auto Rental					0 Days			0 Days	\$75.00	\$0.00
6.53	Mileage					200			200 MI	\$0.55	\$110.00
6.54	Lodging and Per Diem					1			0 Days	\$250.00	\$0.00
6.55	Per Diem Only					1			1 Days	\$125.00	\$125.00
6.56	Travel and Airline Costs					0 Trips			0 Trips	\$1,200.00	\$0.00
	Total Construction Coordination / Field Engineering Phase										\$2,415.00

7.0	Post-Construction Phase										
7.1	Final Inspection					8			8		\$1,040.00
7.2	Engineering Record Drawings					0			0	\$0.00	\$0.00
7.3	Engineering Final Construction Report					4			4	\$520.00	\$520.00
7.4	Summarize Project Costs					2			2	\$260.00	\$260.00
7.5	Assist with Audit					14			14	0	\$0.00
	Estimated Total Man-hours	0	0	0	0	22	0	0	22		\$1,820.00
	Summary Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$1,820.00
7.50	Reimbursables										
7.51	Miscellaneous Reproduction and Shipping Costs					1			1	\$100.00	\$100.00
7.52	Auto Rental					0 Days			0 Days	\$75.00	\$0.00
7.53	Mileage					200			200 MI	\$0.55	\$110.00
7.54	Lodging and Per Diem					1			0 Days	\$250.00	\$0.00
7.55	Per Diem Only					1			1 Days	\$125.00	\$125.00
7.56	Travel and Airline Costs					0 Trips			0 Trips	\$1,200.00	\$0.00
	Total Post-Construction Phase										\$2,155.00
	TOTAL PART B - SPECIAL SERVICES										\$13,042.50

Detailed Engineering Fee Breakout

AIRPORT: Auburn Municipal Airport
 LOCATION: Auburn, WY
 PROJECT DESCRIPTION: Perimeter Fence Preliminary and Final Design (DESIGN ONLY)

PROJECT NUMBER: WYXX2300
 DATE: 20-MAR-12
 REV. NO.: 1

	Proposed Fee	Independent Fee Analysis	Negotiated Fee
PART A - BASIC SERVICES			
1.0 Preliminary Design Phase	\$7,515.00		
2.0 Design Phase	\$49,935.00		
3.0 Bidding Phase	\$6,110.00		
TOTAL PART A-BASIC SERVICES	\$63,560.00	\$0.00	\$0.00
PART B - SPECIAL SERVICES			
4.0 Construction Administration	\$0.00		
5.0 Pre-Construction Coordination Phase	\$0.00		
6.0 On-Site Construction Coordination Phase	\$0.00		
7.0 Post Construction Coordination Phase	\$0.00		
TOTAL PART B-SPECIAL SERVICES	\$0.00	\$0.00	\$0.00
SUBTOTAL DESIGN AND CONSTRUCTION ADMIN.	\$63,560.00	\$0.00	\$0.00
TOTAL SPECIAL CONSIDERATIONS	\$0.00	\$0.00	\$0.00
TOTAL	\$63,560.00	\$0.00	\$0.00

PART A - BASIC SERVICES

Item No.	Project Director	Sr. Program Manager	PM/Planning Manager	Project Engineer (Civil/Electrical)	Surveyor/Staff Engineer	Sr. CAD Technician	Administrative Assistant	Total Hours	Misc. Costs	Cost Summary
1.0 Preliminary Design Phase										
1.1 Meetings w/ the Sponsor and FAA (ISO-ADO)	\$270.00	\$210.00	\$175.00	\$180.00	\$130.00	\$102.00	\$20.00	31		\$4,560.00
1.2 Prepare Project Scope of Work and Contract	1	1	2	2	4	1	2	7		\$1,090.00
1.3 Prepare DBE Plan and Goal	1	1	1	1	1	1	1	3		\$525.00
1.4 Coordinate Geotechnical and Materials Testing	0	0	0	0	0	0	0	0		\$0.00
1.5 Prepare Federal Grant Application	0	0	0	0	0	0	0	0		\$0.00
1.6 Update and Modify Exhibit "A" Property Map	1	1	4	4	4	4	4	9		\$1,340.00
Estimated Total Man-hours	4	0	19	0	21	4	2	50		
Summary Costs	\$880.00	\$0.00	\$3,325.00	\$0.00	\$2,730.00	\$420.00	\$160.00		\$0.00	\$7,515.00
2.0 Design Phase										
2.1 Prepare Preliminary Contract Documents	1	0	4		12		4	21		\$2,800.00
2.2 Prepare Boundary Creation. (NOT REQUIRED)										\$0.00
2.3 Primary Control, Project Delim and Tie Boundary Monuments										
Locate Existing Boundary/Property Pins			0.5		4			4.5		\$507.50
Monument Review			0.5		4			4.5		\$507.50
2.4 Fence Survey Field Review										
Placement of Fence Alignment					2			2		\$260.00
Review of Existing Utility Locations			0.5		2			2.5		\$347.50
Design Proposed Fence Location			0.5		2			2.5		\$347.50
Establish proposed Fence Coordinates					2			2		\$260.00
2.5 Inventory Existing Utilities										
Utility Company Meetings					4			4		\$520.00
Identify Underground Utilities					2			2		\$260.00
Identify Overhead Utilities					2			2		\$260.00

Detailed Engineering Fee Breakout

Airport: Auburn Municipal Airport

Location: Auburn, WY

Project Description: Perimeter Fence Preliminary and Final Design (DESIGN ONLY)

Project Number: WYXX300

Date: 20-Mar-12

Rev. No.: 1

PART A - BASIC SERVICES (CONT.)

Item No.	Project Director	Sr. Program Manager	PM/Planning Manager	Project Engineer (Civil/Electrical)	Surveyor/Sign Engineer	Sr. CAD Technician	Administrative Assistant	Total Hours	Misc. Costs	Subtotal
2.6 Preliminary Design Plans										
Cover Sheet			0.5		3		4	7.5		\$897.50
Index to Drawings, Summary of Approximate Quantities, General Notes and Master Legend			0.5		4		6	10.5		\$1,237.50
Airport Layout Plan and Survey Control Plan			0.5		3		4	7.5		\$897.50
Construction Phasing and Operational Safety Plan (1 sheet)			0.5		3		4	7.5		\$897.50
Demolition Sheet (1 sheet)			0.5		3		4	7.5		\$897.50
Airport Perimeter Fence Layout (9 sheets)			0.5		6		8	14.5		\$1,707.50
Perimeter Fence Details (3 sheets)			0.5		3		4	7.5		\$897.50
Gate Details (3 sheets)			0.5		3		4	7.5		\$897.50
										\$0.00
2.7 Prepare Preliminary Technical Specifications										
P-100 Mobilization	1		0.5		2		0.5	4		\$607.50
P-151 Clearing and Grubbing					2		0.5	2.5		\$300.00
P-152 Excavation and Embankment					2		0.5	2.5		\$300.00
P-610 Structural PCC Pavement					2		0.5	2.5		\$300.00
D-701 Pipe for Storm Drains and Culverts					2		0.5	2.5		\$300.00
F-161 Wire Fence with Steel Posts			0.5		2		0.5	3		\$387.50
F-163 Wildlife Deterrent Fence			0.5		2		0.5	3		\$387.50
F-164 Chain Link Security Gate			0.5		2		0.5	3		\$387.50
										\$0.00
2.8 Prepare Preliminary Special Provisions										
Description of Work	1		0.5		0.5		4	6		\$692.50
Project Access/Security/Schedule/GC			0.5		0.5		0.5	1		\$152.50
Pre-Construction/Access/Accident Prevention			0.5		0.5		0.5	1		\$152.50
Underground Cables/Utilities			0.5		0.5		0.5	1		\$152.50
Guarantees/Insurance/Taxes/Permits			0.5		0.5		0.5	1		\$152.50
Conflicts/Subcontractors/DB/ELDs/COSE			0.5		0.5		0.5	1		\$152.50
Safety/Add'l Testing/CMP/Special Testing			0.5		0.5		0.5	1		\$152.50
Project Closeout Forms					0.5			0.5		\$65.00
2.9 Compile/Submittal Permits										
Fugitive Dust Permit			0.5		2			2.5		\$347.50
Storm Water Mngl. Construction Permit			0.5		2			2.5		\$347.50
Special Use Permits			0.5		1			1.5		\$217.50
Others			0.5		0.5			1		\$152.50
2.10 Prepare FAA Form 7460										
Prepare FAA Form 7460			2		4		2	8		\$1,030.00
2.11 Conduct Plan Review at 60% Completion										
Review of Contract Documents	2		4		4			6		\$1,140.00
Review of Preliminary Plan Set	2		4		4			6		\$1,140.00
Incorporate Comments into Con Docs and Plan	0		0		4		8	16		\$1,680.00
2.12 Calculate estimated Quantities										
Fence Fabric, Posts & Concrete			0.5		4		1	5.5		\$687.50
Gates and Gate Controls			0.5		1		1	2.5		\$297.50
Drainage and Special Items			0.5		1		1	2.5		\$297.50

Detailed Engineering Fee Breakout

AIROPORT: Auburn Municipal Airport

LOCATION: Auburn, WY

PROJECT DESCRIPTION: Perimeter Fence Preliminary and Final Design (DESIGN ONLY)

PROJECT NUMBER: WY22300

DATE: 20-Mar-12

REV. NO: 1

PART A - BASIC SERVICES (CONT.)

Item No.	Project Director	Sr. Program Manager	PM/Planning Manager	Project Engineer (Civil/Electrical)	Surveyor/IT Staff	St. CAD/Technician	Administrative Assistant	Total Hours	Misc. Costs	Summary Cost
2.13 Prepare Estimate of Probable Construction Cost	\$220.00	\$210.00	\$1,500.00	\$1,800.00	\$1,300.00	\$1,050.00	\$900.00	6.5		\$885.00
2.14 Prepare Design Engineer's Report										
Perform & Prepare Design Reports	1	1	1	8	8	2	2	12		\$1,595.00
Complete Engineer's Report				8				10		\$1,200.00
2.15 Coordinate Phases for Construction										
			2	4	4	4	2	12		\$1,450.00
2.16 On-Site Plans Review at 95% Complete and Submit										
Site Visit/Meet with Client			12	9				21		\$3,270.00
Incorporate Site Visit Comments			4	2	2	4	4	14		\$1,200.00
2.17 Prepare Certification of Engineering and Modifications to Standards										
Technical Specifications			1	4	4	2	2	7		\$855.00
Design Mock			1	4			2	7		\$855.00
2.18 Prepare and Submit Final Plans and Specifications										
Review of Contract Documents	2	2	2					4		\$790.00
Review of Plan Set	2	2	2					4		\$790.00
Incorporate Comments into Final Plans & Specs	0	0	0	8	8	8	4	20		\$2,200.00
2.19 Prepare Advertisement for Bids										
Advertisement for Bids		4						4		\$840.00
Estimated Total Man-hours	452.5	424	405	300	414.5	272	200	328		\$43,010.00
2.90 Reimbursables										
Summary Costs	\$99,550.00	\$89,040.00	\$70,875.00	\$45,000.00	\$53,895.00	\$28,560.00	\$16,000.00		\$0.00	\$43,010.00
2.91 Miscellaneous										
Auto Rental	2	2	2	4				0	\$0.00	\$0.00
Mileage					500			500	\$75.00	\$600.00
Lodging and Per Diem	1	1	2	2				5	\$250.00	\$275.00
Travel and Airline Costs	1	1	1	2				4	\$1,200.00	\$1,800.00
Total Design Phase										\$6,725.00
3.0 Bidding Phase										
3.1 Advertise for Bids (See Item 2.19 Above)								0		\$0.00
3.2 Prepare/Conduct Pre-Bid Meeting			12		12			24		\$3,660.00
3.3 Prepare Addenda			1		1		1	3		\$385.00
3.4 Consult with Prospective Bidders								0		\$0.00
3.5 Conduct Bid Opening								0		\$0.00
3.6 Review Bid Proposals	1							1		\$220.00
3.7 Prepare Recommendation of Award (City)								0		\$0.00
Estimated Total Man-hours	0	0	13	0	13	0	1	27		\$4,265.00
3.90 Reimbursables										
Summary Costs	\$0.00	\$0.00	\$2,275.00	\$0.00	\$1,690.00	\$0.00	\$80.00			\$4,265.00
3.91 Miscellaneous								1	\$100.00	\$100.00
3.92 Auto Rental			1					1	\$75.00	\$75.00
3.93 Mileage					400			400	\$0.55	\$220.00
3.94 Lodging and Per Diem			1					1	\$250.00	\$250.00
3.95 Travel and Airline Costs			1					1	\$1,200.00	\$1,200.00
Total Bidding Phase										\$6,110.00

Detailed Engineering Fee Breakout

AIRPORT: Auburn Municipal Airport

LOCATION: Auburn, VT

PROJECT DESCRIPTION: Perimeter Fence Preliminary and Final Design (DESIGN ONLY)

PROJECT NUMBER: WYXX2300

DATE: 20-MAR-12

REV. NO.: 1

PART B - SPECIAL SERVICES (NOT APPLICABLE FOR DESIGN ONLY ESTIMATES)

Detailed Fees (FENCE)

Page 4 of 4

Rev. No. 1
03/03/2012

RESOLUTION NO. 12 -

RESOLUTION AUTHORIZING AMENDMENT NO. 1 TO THE PROFESSIONAL
SERVICES AGREEMENT WITH JACOBS ENGINEERING GROUP, INC.

THE CITY COUNCIL OF THE CITY OF AUBURN DOES HEREBY RESOLVE:

That the City Council of the City of Auburn does hereby authorize the
Director of Public Works to execute Amendment No. 1 to the Professional
Services Agreement with Jacobs Engineering Group, Inc. in an amount not to
exceed \$119,403.50.

A true and correct copy of said Amendment No. 1 is attached hereto as Exhibit
"A-1."

DATED: March 26, 2012

Keith Nesbitt, Mayor

ATTEST:

Joseph G. R. Labrie, City Clerk

I, Joseph G. R. Labrie, City Clerk of the City of Auburn, hereby certify
that the foregoing resolution was duly passed at a regular session meeting of
the City Council of the City of Auburn held on the 26th day of March 2012 by
the following vote on roll call:

Ayes:

Noes:

Absent:

Joseph G. R. Labrie, City Clerk

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